



## Activity Support Staff / Senior Activity Staff

*"In response to God who loves and calls us, Camp Squeah provides a place of refuge in a natural setting where people of all ages can build relationships, grow and be nurtured."*

**Job Title:** Activity Support Staff; Senior Activity Staff

**Supervisor/Mentor:** Activity Director / Summer Program Director

**Supervising/Mentoring:** Summer campers

**Commitment:** 4-9 Weeks (*Activity Support Staff*); 9 Weeks (*Senior Activity Staff*)

**Position Type:** *Senior Activity Staff:* Paid – Summer Ministry Team  
*Activity Support Staff:* Volunteer – Summer Ministry Team  
(May be eligible for educational bursary or Canada Summer Jobs grant)

### **Position Overview:**

The Activity Support Staff position includes duties in activity leading, kitchen help, and cabin support. This role will be responsible for the safe instruction and supervision of staff and campers at assigned activity areas. The Activity Support Staff must possess a desire to learn, communicate well and work efficiently. He or she must have the ability to handle challenges, help manage campers, and be patient. All support staff will be expected to assist in the kitchen and will also get the opportunity to live in a cabin, working alongside a Cabin Leader.

### **General Responsibilities:**

- Facilitate responsible and enjoyable engagement of assigned activities for campers and staff.
- Report to the Activity Director regularly.
- Engage in, support, and lead additional programming, such as Skit Night, Wide Games, and REC.
- Implement new ideas for fun activities around camp, especially relating to activity areas.
- When assigned, live in a cabin to support a Cabin Leader with their campers for the week.
- Report any incidents to the Activity Director and the Summer Program Director.
- Senior Activity Staff roles will hold priority responsibility for one or two activities through the summer, responsible for cleanliness, supplies, and planning for those activities.

### **Required Qualifications and Skills:**

- Minimum 17 years of age.
- Food Safe and/or First Aid certification considered an asset.
- Be actively pursuing a deepening relationship with God.
- Utilize strong verbal communication skills.
- Capable of physical, sometimes strenuous, activity outdoors, under all weather conditions.
- Able to live in close quarters with others.
- Well organized and detail oriented, capable of keeping meticulous records.
- Willing to learn, and actively participate in other areas of summer ministry as required.

### **Hiring Preferences**

- Preference for Senior Activity Staff positions will be given to those 19 and older, with prior summer camp and/or activity leading experience.

**Supervision and Mentoring Plan:**

The Activity Support Staff will be supervised by the Summer Activity Director. Regular supervision will be maintained to ensure that all critical information is shared between parties. In addition, the Summer Activity Director will ensure that the Activity Support Staff receives all practical support and supplies. The Summer Activity Director will consult regularly with the Activity Support Staff to consider daily schedule and needs for the activity areas. The Summer Program Director and Assistant Summer Program Director will also be available on call at all times for any questions or immediate concerns.

Recommendation will be that the Summer Activity Director will provide mentoring for the Activity Support Staff; however, he or she may choose to be mentored instead by any other member of the Summer Leadership Team. The mentor will meet as desired, up to once a week, one-on-one with the Summer Support Staff to provide personal mentoring, with the aim of creating avenues of personal growth, support, encouragement and challenge. The mentor will also provide feedback and recommendations on engagement with campers to foster relationship and skills growth. The aim will be to ensure that the Activity Support Staff is able to facilitate safety, along with opportunities for campers to have fun and learn in a supportive camp environment. One goal setting meeting and two reviews will be conducted with the mentor to help the Activity Support Staff reflect on personal growth and learning areas through the term.